

INSURANCE INFORMATION January 17, 2001 - December 31, 2001								
POLICY		TAXSAVER IN	TABLE OUT	TABLE NUMBER	PREMIUM AMOUNT	DOE CODE	TABLE NUMBER	PREMIUM AMOUNT
ANTHEM HMO	SINGLE FAMILY	IU IX	IV IY	31 33	7.97 21.11	IW IZ	32 34	114.57 303.72
ANTHEM TRADITIONAL PLAN	SINGLE FAMILY	HI HJ	MI MJ	44 45	8.14 22.80	BO BP	46 47	117.14 327.96
ARNETT	SINGLE FAMILY	HC HD	MC MD	40 41	8.33 22.50	BC BD	42 43	119.87 323.64
HUMANA	SINGLE FAMILY	HO HP	MO MP	58 59	9.65 24.73	BZ B1	15 16	138.78 355.79
M-PLAN	SINGLE FAMILY	JE JF	NE NF	6 7	8.62 21.73	EE EF	2 3	123.92 312.61
MAXICARE	SINGLE FAMILY	HM HN	MM MN	54 55	8.10 20.36	BX BY	56 57	116.46 292.90
WELBORN	SINGLE FAMILY	H3 H4	M3 M4	62 63	8.09 21.45	CM CN	64 65	116.43 308.54
<b>DENTAL</b>								
TRADITIONAL DENTAL	SINGLE FAMILY“	NO EMPLOYEE CONTRIBUTION “ “				BQ BR	48 49	5.39 16.75
DENTACARE	SINGLE FAMILY“	NO EMPLOYEE CONTRIBUTION “ “				DP DQ	60 61	4.85 13.80
<b>VISION</b>								
VISION CARE	SINGLE FAMILY	NO EMPLOYEE CONTRIBUTION VF 76 2.70				VI VI	75 75	1.76 1.76

# NEW SERVICES FOR DEFERRED COMPENSATION PLAN

BY: CONNIE NASS

As the Administrator of 457 Deferred Compensation Plan and, the 401(a) Matching Plan, I want to inform you of some exciting changes that will be taking place with the Plan. The planned enhancements will offer all participating employees expanded customer and education services and reduced expenses.

The State Auditor's Office, in conjunction with the Deferred Compensation Committee, oversees the structure and funding of the Plan. We continuously monitor the Plan to ensure that you are provided services and investment opportunities that will enhance your Deferred Compensation benefits. The current third party administrator's contract expires December 31, 2000 and, as required by Indiana statute, the Auditor's office conducted a bidding process to select a service provider. We issued a Broad Agency Announcement (BAA) to solicit proposals from interested vendors for administrative, record keeping and education services. The proposals were thoroughly evaluated with particular focus placed on the bidder's experience with plans of similar size and complexity, communication support, technological capabilities, and ability to deliver quality local customer service. Finalist presentations were held and site visits were made to their home offices. We communicated with many state and local employees who expressed a desire for more service and better educational tools. We made this desire one of our most important selection criteria.

To accomplish these goals, the State Auditor's office selected Aetna Life Insurance and Annuity Company (Aetna) as the new administrator for our Plan. Aetna, a leader in the pension and retirement planning market since 1967, was selected because of its award winning communication materials; superior telephone support center; and experienced and dedicated employees to whom Hoosiers will relate. Their commitment to reenergize the Plan through a comprehensive education and communication program is exciting. We are targeting this implementation to occur during the first quarter of 2001.

The enhanced services Aetna will offer include:

- A local office with seven personal customer service representatives.
- A team of local dedicated representatives to provide expanded services throughout the entire State, for both State employees and employees of participating local governments.
- Expanded availability of toll-free customer service representatives including evening and Saturday hours.
- Increased emphasis on participant education, with customized materials.
- One-on-one counseling, group education and enrollment meetings, and a variety of financial and retirement planning seminars.
- Enhanced technological capabilities through the Internet.

The Deferred Compensation Committee is currently in the process of reviewing the Plan's investment options to identify other opportunities for product enhancements. The Committee expects to have its investment recommendations finalized before the end of the year with implementation during the second quarter of 2001.

The State Auditor and Aetna are committed to making the transition from our current administrator a smooth one. Your employees should have received communications from Aetna highlighting its services, as well as educating you about the transition process. As of November 17, 2000, the transition line has been opened for questions. That number is 1-877-848-5838. Beginning in January 2001, Aetna, with our assistance, will begin holding group meetings to communicate the new program and introduce you to the local representatives who will be servicing our Plan.

As your Auditor, I am very excited about the new services and materials Aetna will bring to our Deferred Compensation Plan. I hope that you will take advantage of the many new opportunities that Aetna will provide to the Plan.

Garnishments

When your agency receives any type of legal document pertaining to garnishments, including interrogatories, please do not put a "received" stamp on the document. There have been several occasions that a "received" stamp has been placed on top of necessary information. This makes it difficult for the Auditor's Office to read vital information on the order and respond to the court within the time required by law. If you have any questions regarding garnishments, please call Charlene Smith at 317-232-3327.

Calendars

You should have received submission calendars for diskettes and time entry for the year 2001. Please review them and if you have any questions, call your payroll contact person in the Auditor's Office.

2001 Tax Forms

We will provide you with 2001 tax forms as they become available to us.

CHANGE TO STATE WARRANTS' PERIOD OF VALIDITY

In the past, State warrants were valid for two years after December 31<sup>st</sup> of the issue year. As a result of recent legislation, State warrants are invalid one year after December 31<sup>st</sup> of the issue year. For example, all warrants issued January 1, 2001 or after will only be negotiable until December 31, 2002. If a warrant is not cashed during the active period, then the money reverts to the Attorney General's office, Unclaimed Property Account. Once this happens, you will have to prove ownership of the money in order to collect. As of January 1, 2000, the language on the upper left-hand corner of each warrant will reflect this shorter validity period.

PROCESS FOR REWRITES OF WARRANTS

The State Auditor's office is responsible for issuing various types of warrants for the State of Indiana. If a warrant has been lost, stolen, or destroyed, an affidavit for the lost or not received warrant must be completed, signed and notarized. The completed lost warrant affidavit should be sent to the State Auditor's office at the following address:

**Auditor of State of Indiana**  
**Attn: Lost Warrant Division**  
**200 W. Washington St Rm. 240**  
**Indianapolis, IN 46204**

Once the properly completed affidavit is received and 30 days have elapsed from the original issue date, a replacement warrant will be issued. If the payee receives or finds the original warrant, it must not be cashed or deposited but should be returned to the State Auditor's office at the address given above. If you have any questions, or need additional assistance, please contact the lost warrant division at 317-232-3321.

PERF/TERF Voluntary Contribution

New legislation has been passed implementing a new deduction for PERF/TERF effective on January 1, 2001. This deduction will be a voluntary post-tax contribution to PERF /TERF made through a payroll deduction. The deduction may be up to 10% of an employee's gross pay. The Auditor's Office will be the initial contact for all employees who are interested in signing up for this deduction. The Auditor's Office will send out the information packet provided by PERF and TERF to the employee, who will then fill out the enrollment form and submit it back to the Auditor's Office. All questions regarding the contribution and investing should be directed to PERF or TERF.

Security Access

When an employee terminates employment with your agency and he or she has any access to the Auditor's computer system, please be prompt in notifying Cindy Goss in the Operations Department of the Auditor's office of the employee's termination. Cindy can be reached at 317-233-3277. The proper procedure of revoking an employee's access to the system cannot be completed by the Auditor's office without us having the knowledge that the employee has left.

Year End Check Reversals

It is **critical** that all checks that were **not due** to an employee and **need to be reversed** are turned in to the Auditor's Office by **December 11, 2000**. This does not include checks that were due to employees but have been returned to you for other reasons, **only** checks that were not due to an employee. Thoroughly check all the returned checks you have to be absolutely sure that you return **all** checks to be reversed for the year 2000 by December 11. We will make note of any agency that turns in year 2000 checks after December 11<sup>th</sup> and contact that agency to determine why they were not turned in prior to the deadline. If you have any questions regarding reversals, please call Sue Powell at 317-232-3310. We appreciate your cooperation and know that you understand that this is critical for the accuracy of W-2's.